

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: June 16, 2021

Final Decision Date Deadline: June 16, 2021

STATEMENT OF THE ISSUE: The minutes of the May 19, 2021, Regular Meeting of the Richmond Rent Board require approval.

INDICATE APPROPRIATE BODY

- | | | | | |
|---|---|--|--|---|
| <input type="checkbox"/> City Council | <input type="checkbox"/> Redevelopment Agency | <input type="checkbox"/> Housing Authority | <input type="checkbox"/> Surplus Property Authority | <input type="checkbox"/> Joint Powers Financing Authority |
| <input type="checkbox"/> Finance Standing Committee | <input type="checkbox"/> Public Safety Public Services Standing Committee | <input type="checkbox"/> Local Reuse Authority | <input checked="" type="checkbox"/> Other: <u>Rent Board</u> | |

ITEM

- | | | |
|---|--|--|
| <input type="checkbox"/> Presentation/Proclamation/Commendation (3-Minute Time Limit) | | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Regulation | <input checked="" type="checkbox"/> Other: <u>CONSENT CALENDAR</u> |
| <input type="checkbox"/> Contract/Agreement | <input type="checkbox"/> Rent Board As Whole | |
| <input type="checkbox"/> Grant Application/Acceptance | <input type="checkbox"/> Claims Filed Against City of Richmond | |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Video/PowerPoint Presentation (contact KCRT @ 620.6759) | |

RECOMMENDED ACTION: APPROVE the minutes of the May 19, 2021, Regular Meeting of the Richmond Rent Board – Rent Program (Cynthia Shaw 620-5552).

AGENDA ITEM NO:

F-1.

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RICHMOND, CALIFORNIA, May 19, 2021

The Regular Meeting of the Richmond Rent Board was called to order at 5:06 P.M.

Due to the coronavirus (Covid-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing.

Public comments were confined to items appeared on the agenda and were limited to the methods provided below. DUE TO THE SHELTER IN PLACE ORDERS, and consistent with Executive Order N29-20, the meeting utilized video/teleconferencing only. The following provides information on how the public participated in this meeting.

The public was able to view the meeting using Zoom at the following link:

<https://us02web.zoom.us/j/82056074052?pwd=cWhCM0xXSzFkKytzclJSL3ZhVVJuZz09>

Password: rentboard

US +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 820 5607 4052

International numbers available:

<https://us02web.zoom.us/j/82056074052?pwd=cWhCM0xXSzFkKytzclJSL3ZhVVJuZz09>

Community members who wished to make a public comment were required to submit their comments via email by 3:00 p.m. on Wednesday, May 19, 2021, to the Rent Board Clerk, Cynthia Shaw at cynthia_shaw@ci.richmond.ca.us, to be considered into the record.

PLEDGE TO THE FLAG

ROLL CALL

Boardmembers Present: Conner, Johnson, Vasilas, Vice Chair Mishek and Chair Finlay.

Staff Present: Staff Attorney Charles Oshinuga and Executive Director Nicolas Traylor.

Absent: None.

STATEMENT OF CONFLICT OF INTEREST

None.

AGENDA REVIEW

On a motion of Boardmember Vasilas, seconded by Vice Chair Mishek, to move Items F-3 and F-4 from Consent Calendar for discussion before Item G-1 under Rent Board as A Whole, passed by the following vote: **Ayes:** Boardmembers Conner, Johnson, Vasilas, Vice Chair Mishek and Chair Finlay. **Noes:** None. **Abstentions:** None. **Absent:** None.

PUBLIC FORUM

Cordell Hindler commented by email that he feels that the public should be able to return to attend Rent Board meetings in person. He also mentioned that he appreciates the Brown Act training materials provided by Staff Attorney Charles Oshinuga at the April 21, 2021 Rent Board Meeting.

RENT BOARD CONSENT CALENDAR

On motion of Chair Finlay, seconded by Boardmember Johnson, the item(s) marked with an (*) were approved by the unanimous vote of the Rent Board:

*F-1. Approve the minutes of the April 21, 2021, Regular Meeting of the Richmond Rent Board.

*F-2. Receive the Fiscal Year 2020-21 Monthly Activity Report through April 2021.

*F-5. Approve contract for translation services with The Spanish Group, LLC in an amount not to exceed \$5,100 for the Fiscal Year 2021-22 (July 1, 2021-June 30, 2022).

*F-6. Approve contract for interpretation services with Interpreters Unlimited with a payment limit not to exceed \$6,000 for Fiscal Year 2021-22 (July 1, 2021 – June 30, 2022).

RENT BOARD AS A WHOLE

F-3. The matter to approve amendments to the contract for community legal services with Bay Area Legal Aid, increasing the contract amount by \$75,000 for Fiscal Year 2020-21, and

modifying the term to commence on July 1, 2021, through June 30, 2022 was presented by Boardmember Vasilas. Boardmember Vasilas requested to remove this item from the Consent Calendar because he would like specific details about the services Bay Area Legal Aid provides as it relates to the Rent Program and the reason for the \$75,000 increase at this time. Discussion ensued. A motion by Vice Chair Mishek, seconded by Boardmember Johnson, to direct staff to provide data on the amount of formal legal referrals made by the Rent Program versus informal referrals of any Richmond residents to Bay Area Legal Aid, to the Rent Board by the next month's Rent Board Meeting, passed by the following vote: **Ayes:** Boardmembers Conner, Johnson, Vasilas, Vice Chair Mishek and Chair Finlay. **Noes:** None. **Abstentions:** None. **Absent:** None.

F-4. The matter to approve an amendment to the contract for community legal services with the Eviction Defense Center, increasing the contract amount by \$125,000 for Fiscal Year 2021-22, to a total not to exceed \$456,244, and modifying the term to commence on July 1, 2021, through June 30, 2022 was presented by Boardmember Vasilas. Boardmember Vasilas requested to remove this item from the Consent Calendar because he would like clarification on the tracking of cases resulted from a referral by the Rent Program and the outcomes of the cases. Discussion ensued. A motion by Boardmember Johnson, seconded by Boardmember Conner, to direct staff to provide a report from Eviction Defense Center of the amount of cases referred by the Rent Program and to include the outcome of cases, passed by the following vote: **Ayes:** Boardmembers Conner, Johnson, Vice Chair Mishek and Chair Finlay. **Noes:** None. **Abstentions:** Boardmember Vasilas. **Absent:** None.

G-1. The matter to receive the Fair Political Practices Commission Training was presented by Staff Attorney Charles Oshinuga. The presentation included the background of the Political Reform Act and the Fair Political Practice Commission, basic rules regarding Conflicts of Interest that included information regarding Political Reform Act, Government Code Section 1090, gifts and other ethics implications, steps to disqualifying financial interests, bottom line, seeking legal advice, other conflicts of interest, Common Law conflicts of interest, information regarding if there is a conflict, information regarding gifts, Honoraria, Behested Payments, and Form 700 for Statement of Economic Interests. There were no public comments on this item. Discussion ensued. The Board received the presentation and no formal action was taken on this item.

REGULATIONS

H-1. The matter to adopt Regulation 609, establishing the 2021 Annual General Adjustment in the amount of 1.6% for tenancies commencing prior to September 1, 2020 was presented by Executive Director Nicolas Traylor. The presentation included the statement of the issue, AGA background, the proposed Regulation 609, next steps and the recommended action. There were no public comments on this item. Discussion ensued. A motion by Boardmember Vasilas, seconded by Vice Chair Mishek, to adopt Regulation 609, establishing the 2021 Annual General Adjustment in the amount of 1.6% for tenancies commencing prior to September 1, 2020, passed by the following vote: **Ayes:** Boardmembers Conner, Vasilas, Vice Chair Mishek and Chair Finlay. **Noes:** Boardmember Johnson. **Abstentions:** None. **Absent:** None.

REPORTS OF OFFICERS

Executive Director Nicolas Traylor introduced and welcomed Administrative Intern Sarah Schaff to the Rent Board and gave a brief description of her responsibilities at the Rent Program. He mentioned that she is the first point of contact for the agency who answers the main line, schedules counseling appointments and she assists the Rent Board Clerk with taking notes during the meetings. He also gave a brief report on the upcoming Community Workshop Webinar titled “How to Resolve Landlord-Tenant Disputes during the COVID-19 Pandemic”, to be held on Friday, May 21, 2021 from 4:00 to 6:00 PM.

Chair Finlay thanked Boardmembers and Staff for their patience with her chairing the meeting. She added that it has been many years since she has acted in the capacity of Chair on a Board or Commission. She concluded by welcoming everyone again to the Rent Board and wished everyone a great month.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:10 P.M.

Cynthia Shaw and Sarah Schaff
Staff Clerks

(SEAL)

Approved:

Virginia Finlay, Rent Board Chair

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